

**MISSISSIPPI STATE**  
**UNIVERSITY**  
*Facilities Management*

June 18, 2019

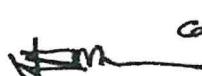
Mr. Derek Files  
Building Services Tech II  
Mail Stop 9604  
Mississippi State, MS 39762

Dear Derek:

This is to inform you that I have made the determination that it is in the best interest of Mississippi State University to terminate your employment as Building Services Tech II in the Physical Plant Administration department effective June 18, 2019.

You will receive information about benefits continuation from the Department of Human Resources Management.

Sincerely,

 *6/18/2019*  
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Tommy Verdell, Jr.

Director, Facilities Management

c: Amy Tuck, Vice President Campus Services  
George Davis, Assistant Vice President, Campus Services  
Human Resources Management